

**Long Tom Watershed Council
Board of Directors Meeting
Thursday, July 9, 2015
751 S. Danebo Ave.
Eugene, OR 97402**

Present: Mike Brinkley, Alan Dickman, Cary Hart, Jim Pendergrass, Lindsay Reaves, Deborah Saunders Evans, David Turner, Therese Walch (arrived later) (8)

Absent: Steve Horning, John Reerslev, Charles Ruff (3)

Staff: Clinton Begley, Dana Dedrick, Rob Hoshaw, Jed Kaul

Meeting called to order at 5:37 p.m. by Chair Jim Pendergrass

Business

- A. Approve June 2015 Board Meeting Minutes** – *Secretary Walch*
Calls for any comments or changes. No changes suggested.

MOTION TO APPROVE June 2015 Board of Directors Meeting Minutes by M. Brinkley, seconded by A. Dickman. Approved unanimously.

- B. May 2015 Financial Reports** – *Treasurer Brinkley*

May is the start of implementation season for habitat enhancement projects, so there will be expenses through fall for work, particularly contracted services, equipment, supplies & materials.

Question: what is \$17,000 under Business League in the Profit & Loss Statement? Lee Davis writes a check upfront each year for the Willamette Office at Davis Commercial Properties that LTWC pays back in monthly rent payments.

MOTION TO APPROVE May Financial Reports by D. Saunders Evans, seconded by L. Reaves. Approved unanimously.

- C. Committee Reports (Key Highlights)**

Amazon Outreach Committee – *David*

The committee recently met to talk about committee structure, participants, and roles, including potential Council member candidates who may participate.

Resource Development – *Deborah / Clinton*

Key highlight from report was that fundraising yielded over \$25,000 in Fiscal Year 2015. The Spring Appeal Letter was sent out in June.

D. Nominations for new Board Members – Dana

Dana passed out the board member rotation list, including slots that need to be filled. On our current board, Therese will be rotating off, and Deborah and Charles will continue on. The board also discussed potential candidates to pursue for nominations. LTWC is seeking representation from more women, business owners, and folks interested in fundraising. Ideas included:

- Dwight Collins, Newman's Fish Market (suggested by Alan as a well-spoken business person)
- Allen Hall, Lead Facilities Maintenance Technician at Thermo Fisher Scientific (Therese, Lindsay and Mike have met him and liked that he was personable and excited about project at Thermo Fisher).
- Catherine Reinhart, owner of Sweet Life and Coyote Creek project landowner (Jed suggests)
- Perhaps these folks have more time and would be worth asking again this year: Alyssa Lawless, Sustainability Director at Mountain Rose Herbs and Nikos Ridge, co-owner of Ninkasi Brewing Co.
- Jim Stark, sustainable forester for Weyerhaeuser (Cary, Alan, Lindsay all know him). Great technical background in stream and habitat enhancement; investor at Tap & Growler.
- Camilla Mortensen, writer for *Eugene Weekly*. Deborah served on some boards with her in the past and enjoyed working with her.
- Dawn Lesley (former water quality volunteer for LTWC, ran for Lane County Commissioner). Mike suggested her.
- Pat McDowell, geomorphologist at University of Oregon.
- Ginnie Grilley, former Eugene District Manager at the BLM
- Dolly Wolley, contracted as fundraising consultant by LTWC in 2012.
- Greg Butler, Watershed Science instructor at LCC

The board also liked the idea of having a University of Oregon graduate student on the board for a year. This is a competitive process that LTWC would need to apply for.

Nominating Committee members to discuss and vet candidates and next steps: Jim, Alan, Cary. Staff: Dana and likely Clinton.

Action Item: Alan D., Cary H., and Jim P. will participate in this year's Nominating Committee.

E. Fundraising Progress: Revenue Goals & Approach – Clinton

Clinton presented his planned approach to fundraising for Fiscal Year 2016, including reaching out to new individual donors, Business League donors, and developing relationships with existing donors with the goal of maintaining or increasing their gifts.

F. FY 2016 Budget and Work Plan for FY 2016 & 2017 - Jim, Dana & Jed

Budget – Jim and Dana walked through the budget. Important highlights include:

- Due to delays in hiring the anticipated budget deficit from last year of about \$50,000 will shift to Fiscal Year 2016.
- Last year's budget will likely be close to even once we get the final numbers from the CPA, so our reserves are mostly intact.
- New this year on the budget: shared staff with the McKenzie Watershed Council (Christer) and fee for service revenue from Sarah]
- There is still need for additional staff capacity for the habitat team and in administration. Budget includes hire of 0.5 FTE administrative person.
- Our administrative overhead stays very low (between 9 and 12% annually)
- It was unclear if the upfront \$16,500 from Lee Davis for rent was captured in the beginning balance or not. Something to check on.

MOTION TO APPROVE FY 2016 BUDGET by D. Saunders Evans, seconded by M. Brinkley. Approved unanimously.

Work Plan – copy given to each board member. Of note:

- There was lots of discussion and curiosity around the Migration Study.
- Sarah will need to clarify the exact meaning of section 5.5 on “other voluntary BMPs.”
- Trevor Taylor is no longer at the City of Eugene; remove from section 7.5.
- Board leadership is needed in section 4:

Action Item: David Turner is added to board leadership for Section 4.2 on wet prairie.

Action Item: Alan Dickman is added to board leadership for Section 4.1 on oak habitat.

Action Item: Jim Pendergrass is added to board leadership for Section 3.3 for instream habitat enhancement.

G. Paperwork Moment

Board members turned in their match forms for volunteer hours, and picked up new Board materials for binders.

Program Topics

H. Council Meetings/ Tours – *Tour attendees, Rob*

Due to time constraints, this agenda item was skipped to leave more room to discuss the Annual Celebration.

I. Annual Meeting & Celebration – *Rob & Clinton*

Rob discussed the draft agenda and board member roles for the September 10 Annual Meeting & Celebration at Deck Family Farm.

Key comments:

- Suggestion to hold project tour at the end and/or have a handout for a self-guided mini tour of Deck Family Farm project.
- Board likes the idea of staging dinner in two waves so everyone isn't trying to get food at the same time.
- Title suggestions: "Long Tom Neighbors," incorporating the words "farm" and "stream productivity / connectivity," "Connecting Farms & Streams," and "Connecting Neighbors with Streams and Farms."
- For the awards, it was suggested to present multiple recipients for a single category at once (e.g. if presenting an urban, upland, and stream award).
- Suggested to have a handout with photo, bio, and quote for each awardee
- We may be able to reserve a microphone and speaker from Amazon Pool
- Lindsay can likely borrow additional canopies, if needed, from Forests Today & Forever.
- People would like t-shirts and hats for sale!

Roles signed up for (Action Items)

Action Item: Deborah S.E. will help staff with organizing Annual Meeting sponsors.

Action Item: Mike B., Alan D., and David T. will help with site setup.

Action Item: Deborah S.E. will help with greeting guests.

Action Item: Alan D. and Therese W. will present awards.

Action Item: David T. will take photos.

Action Item: Steve H. told Dana he will introduce Pam Wiley.

Action Item: David T. will assist Clinton with a fundraising ask.

Reports & Announcements

J. Staff Reports – Dana

In background

K. Liaison Reports

None given

L. Action Items Report:

- **Alan D., Cary H., and Jim P. will participate in this year's Nominating Committee.**
- **David Turner is added to board leadership for Section 4.2 on wet prairie.**
- **Alan Dickman is added to board leadership for Section 4.1 on oak habitat.**
- **Jim Pendergrass is added to board leadership for Section 3.3 for instream habitat enhancement.**

Annual Celebration Action Items:

- **Deborah S.E. will help staff with organizing Annual Meeting sponsors.**
- **Mike B., Alan D., and David T. will help with site setup.**
- **Deborah S.E. will help with greeting guests.**
- **Alan D. and Therese W. will present awards.**
- **David T. will take photos.**
- **Steve H. told Dana he will introduce Pam Wiley.**
- **David T. will assist Clinton with a fundraising ask.**

Meeting adjourned at 7:35 p.m. Chair Jim Pendergrass